



DEALER AND SELLER'S LICENSES

Class I: This is for a dealer selling new vehicles. To obtain a Class I license, you need to meet the following qualifications: Be an agent of a new vehicles manufacturer or have a contract with a manufacturer to sell new vehicles; Sell used vehicles as an incidental or secondary part of the business; Have repair facilities on site that allow repairs to vehicles under warranty.

Class II: Any person whose principal business is the buying or selling of second hand motor vehicles may be granted a used car dealer's license.

Class III: Any person whose principal business is the buying of second hand motor vehicles for the purpose of remodeling, taking apart or rebuilding and selling the same, or the buying or selling of parts of second hand motor vehicles or tires, or the assembling of second hand motor vehicles parts, may be granted a motor vehicle junk license.

Requirements for Class I, II and III Licenses

1. All Applicants for a Class I, II and III license must first obtain a Special Permit from the Zoning Board of Appeals. Applicant is referred to the Building Inspector.

Class I – Copy of the Applicant's Agreement with a New Motor Vehicle Agent.

Class II – Copy of a Bond in the amount of \$25,000 executed by a Surety Company, Irrevocable Letter of Credit or a Certificate of Deposit. Copy of an agreement with a recognized repair facility or affidavit that repairs be done on premises. (Number of bays and number of mechanics listed)

2. A complete application must be submitted in duplicate, a Public Hearing advertised in Hometown Weekly and all abutters notified at least 7 days prior to the hearing (Direct Abutters)
3. Advertisement is handled by the Selectmen's Office and is paid for by the Applicant. All abutters are notified by the Applicant via Certified Mail, return receipt is requested. These return receipts are to be submitted to the Selectmen's Office no later than the date preceding the hearing.
4. A bank/credit reference is required.
5. No application will be acted on by this Board until all permits have been approved.
6. A plan of the premises is required.

7. An Assessor's affidavit of abutters must be submitted (Direct Abutters)
8. All other statutory requirements as provided in the General Laws must be complied with.
9. Copy of Corporation Papers or Business Certificate on file with the Town Clerk, Workers' Compensation Affidavit filled out and Workers' Compensation Policy declaration page (showing the policy number and expiration date).
10. Written comments must be obtained from the Police Department, Fire Department and the Building Inspector
11. Compliance with the Town's By-Laws, Chapter 459: Secondhand Vehicle Dealers; Article I: Class II and III License Holder Regulations [Adopted 5-11-2005 SATM, Art. 56 (Article XV, Sec. 5, of the 1973 General Bylaws)] **(see separate document)**
12. Original application sent to the Registry of Motor Vehicles:
Registry of Motor Vehicles
25 Newport Avenue Ext Floor 2
Quincy, MA 02171-1748



**COMMONWEALTH OF MASSACHUSETTS
TOWN OF WALPOLE**

APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE OR ASSEMBLE SECOND HAND MOTOR
VEHICLES OR PARTS THEREOF

FEE'S:

- **\$200.00** Check made payable to **The Town of Walpole**
- **\$60.00** Check made payable to **Hometown Weekly** (for the advertisement)

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a:

Please check one:

- ☐ Class I Motor Vehicle License
- ☐ Class II Motor Vehicle License
- ☐ Class III Motor Vehicle License

to Buy, Sell, Exchange new motor vehicles in accordance with the provisions of Chapter 140 of the General
Law

What is the name of the concern: _____

Business Address of concern: _____

No. Street Name

Town, State, Zip Code

Business Phone Number: () _____ - _____ **Fax Number:** () _____ - _____

Cell Number: () _____ - _____

Email Address: _____

Is the above concern an individual, co-partnership, an association or corporation?

If an individual, state full name, residential address and home phone number:

NAME: _____

RESIDENTIAL ADDRESS: _____

PHONE NUMBER: _____

If a co-partnership, state full names and residential address of the persons composing it:

If an association or corporation, state full names and residential addresses of the principal officers:

President: _____

Secretary: _____

Treasurer: _____

Are you engaged principally in the business of buying, selling or exchanging motor vehicles? _____

If so, is your principal business the sale of new motor vehicles? _____

Is your principal business the buying and selling of second hand motor vehicles? _____

Is your principal business that of a motor vehicle junk dealer? _____

What is your principal business on the site? _____

How many vehicles will be on site for sale? _____

Where will vehicles be parked? _____

What will the hours of operation for the selling of motor vehicles? _____

If the selling of vehicles is not your principal business, what are the hours of business currently?

Give a complete description of all the premises to be used for the purpose of carrying on the business:

Are you a recognized agent of a motor vehicles manufacturer? _____

If so, state name of manufacturer: _____

Have you signed a contract as required by Section 58, Class 1? _____

Have you ever applied for a license to deal in second hand motor vehicles or parts thereof? _____

If so, in what City/Town: _____

Address of Business: _____

Did you receive a license: _____ If so, for what year(s): _____

Has any license issued to you in Massachusetts or any other State to deal in motor vehicles or parts thereof ever been suspended or revoked? _____

If so, explain why: _____

Sign your full name _____
(Duly authorized to represent concern)

Print Name: _____

Residence: _____

IMPORTANT

**EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS
HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT
REVOCATION OF YOUR LICENSE IF ISSUED.**

Note: If the applicant has not held a license in the year prior to this application, he must file a duplicate of the application with the registrar. (See Sec. 59)



Class II and III Second Hand Motor Vehicle License Holder Regulations

Town's By-Laws, Chapter 459: Secondhand Vehicle Dealers; Article I: Class II and III License Holder Regulations [Adopted 5-11-2005 SATM, Art. 56 (Article XV, Sec. 5, of the 1973 General Bylaws)]

Fire and Safety Inspection:

Prior to license issuance or renewal the Fire Department will conduct a fire and safety inspection. Any violations that are noted must be corrected prior to the renewal or issuance of the license.

Storage of Flammable or Combustible Liquids:

1. No storage of flammable or combustible liquids in quantities greater than five (5) gallons will be allowed without a permit from the Fire Department. Applications are available at Fire Headquarters.
2. No storage of flammable or combustible gases in quantities greater than forty (40) cubic feet will be allowed without a permit from the Fire Department. Applications are available at Fire Headquarters.

Rubbish & Debris

All rubbish and debris will be kept in an approved steel rubbish container with a cover. The cover will remain closed at all times.

Used Batteries:

Used batteries shall be stored in liquid tight containers.

Tire Storage:

Storage of tires, new and used, shall be limited to an area of no more than 500 cu. feet. All tires shall be stacked or piled tightly to reduce flow of air thorough the pile. Bulk storage of tires, greater than 500 cu. feet, will not be allowed without a permit from the Fire Department. Storage of bulk tire piles shall comply with NFPA, Chapter 231D. Twenty five (25) feet shall separate bulk tire piles from exposures and combustibles. Maximum pile length will be one hundred (100) feet.

Clearance between Vehicles:

Maintain at least two feet of clearance between all vehicles on display.

Lock Box:

A keyed lock box is required for all main gates. The lock box shall be mounted at the gate. Applications for a keyed lock box are available at Fire Headquarters.

Guard Dogs:

The use of guard dogs will be allowed, however, the Fire Department must first be notified and emergency contact phone numbers must be provided for the guard dog owner.

Emergency Contacts:

The facility must keep an up-to-date list of emergency contacts at the Fire Station.

Access Road:

An access road is required through the property-minimum width of this access road will be twelve (12) feet and the road will start at the main entrance.

Parking of Vehicles Storing Flammable or Combustible Liquids or Gasses:

Parking of vehicles, not related or incidental to the operation of the business, that store flammable or combustible liquids or gases will not be allowed on the site.

Cutting & Welding Operations:

All cutting and welding operations shall comply with the requirements of 527 CMR 39.

Open Burning:

No open burning will be allowed on the site at any time.

Spills:

The licensee must maintain a supply of spill containment equipment on site as approved by the Fire Chief. Any spills of flammable or combustible liquids greater than one gallon must be immediately reported to the Fire Department.

Fire Extinguishers:

Portable fire extinguishers will be required at the facility, the number and location of same to be determined by the Fire Department.